



Director of New Schools, Office of Innovation and New Schools

Salary: Commensurate with experience

Tour of Duty: 12 Month Position

Location: Detroit, MI

Reports To: Chief of Innovation and New Schools

To Apply: Submit a current resume via email to eaajobs@eaaofmichigan.org

Our students need your expertise, passion and leadership.

We are looking for highly motivated and skilled talent to join our team at the Education Achievement Authority of Michigan (EAA). We seek individuals who are passionate about transforming the lowest performing schools in Michigan and making a significant difference in the lives of students, parents, principals, teachers, and central office employees.

Currently, the EAA runs fifteen schools of which twelve are direct-run and three are operated by a charter. Under the new leadership of the Chancellor, the EAA is committed to being a system of high-performing schools and not just a school system. We believe that all children are capable of high academic achievement. We continuously seek methods of improvement while enhancing the great work that our teachers, leaders and support staff do on a daily basis. Join our team!

Position Overview

To ensure the success of charter schools, the EAA Office of Innovation and New Schools seeks to employ a Director of New Schools (DNS) to facilitate the development of a fair, transparent application process; coordinate the logistics of the charter application submission and approval process; build strong relationships with new school operators and communicate pre-opening requirements; as well as to manage the start-up grants, provide ongoing oversight and performance management and make high-stakes recommendations about school renewals and transformations. The Director of New Schools will also be responsible for successfully developing and implementing efficient and effective processes for these projects.

Essential Duties and Responsibilities

The below statements are intended to describe the general nature and scope of work being performed by this position. This is not a complete listing of all responsibilities, duties, and/or skills required. Other duties may be assigned.

- Develops and implements the marketing and engagement plan for the recruitment of charter operators, corporate partnerships, and community engagement
- Provides impartial and confidential consultation and issue resolution to parents/community members who are aggrieved or concerned about an issue



- Liaises with central office and school based leaders to develop strategies for community based issue resolution
- Forecasts trends that may affect the district or significant parts of the community and recommends creative ways to address these concerns
- Conducts audits, evaluations, and investigations to assess the economy, efficiency, effectiveness, and accountability of public resources

Qualifications

- Some travel within the state of Michigan (*required*)
- Bachelor's degree (*required*); Master's degree (*preferred*)
- Knowledge of the issues and practices within a school a system; previous experience in education (*preferred*)
- Exceptional project management and organizational skills, especially the ability to work independently
- Expert problem-solving, conflict mediation skills, and interpersonal skills
- Sensitivity to equity based decision making
- Outstanding communication skills both written and oral

The Education Achievement Authority does not discriminate against, deny benefits to or exclude participation by any person in its programs, activities or employment on the basis of age, race, sex, color, national origin, creed, religion or handicap.